

Individual Calendaring Program

The individual calendaring program is a major initiative in the civil re-engineering process. It is intended to enhance the existing civil litigation system for all participants and to ensure that the Branch continues to provide relevant, affordable, predictable and appropriate dispute resolution for the people it serves.

The essential components of the individual calendaring program are: the assignment of a case to a single judge upon filing; early intervention by the court in cases; the issuance of a scheduling order, and the establishment of a firm trial date early in the process. A summary of the program is below.

Individual Calendaring Locations

The implementation of individual calendaring began in the Judicial District of Waterbury for civil cases filed on and after January 1, 2013, and the implementation process is continuing. The program has been implemented in the following judicial districts:

- Waterbury (civil cases filed on and after January 1, 2013)
- New Britain (civil cases filed on and after January 1, 2014)
- Stamford (civil cases filed on and after July 1, 2014)
- New London (civil cases filed on and after January 1, 2015)
- Fairfield (civil cases filed on and after February 17, 2015)
- Ansonia/Milford (civil cases filed on and after July 6, 2015)
- Danbury (civil cases filed on and after July 6, 2015)
- Litchfield (civil cases filed on and after July 6, 2015)
- Middlesex (civil cases filed on and after July 6, 2015)
- Tolland (civil cases filed on and after July 6, 2015)
- Windham (civil cases filed on and after July 6, 2015)

In the fall of 2015, individual calendaring will be implemented in New Haven and Hartford.

Case Types Included

The individual calendaring program includes non-family *civil* cases filed after a specific date of the following case types:

- Contract cases, except for contract collections matters (C 40)
- Property cases, except for foreclosure matters (P 00)
- Tort cases
- Vehicular Tort cases
- Miscellaneous cases of designated types
- Wills, Estates and Trusts cases

The remaining civil case types – administrative appeals, contract collections matters, eminent domain matters and foreclosure cases – are not automatically part of the individual calendaring program.

Cases that are not automatically assigned to the individual calendaring program can be moved into the program by the presiding judge based upon the recommendation of any judge or upon the filing, and approval by the presiding judge, of an application by counsel or self-represented party for referral of a case to the individual calendaring program. Judicial Branch form [JD CV-132](#) is available for use by parties or counsel in requesting a referral of a case to the program.

Timelines and Case Processing

When a case included in the program is filed, it is assigned by the presiding judge to an individual calendaring judge, and a notice is sent within ten days to counsel of record and self-represented parties, notifying them of the assignment. Counsel or self-represented parties are required to notify any parties who appear after the notice is sent of the assignment.

- In vehicular tort (V 01) cases, instead of an initial status conference, a standard scheduling order, including a firm trial date, is established within 30 days of the return date.
- For non-V 01 individual calendaring cases, casflow staff schedules a status conference with counsel of record and any self-represented parties with the individual calendaring judge between 60 – 90 days after the return date, or earlier if appropriate, to assign a firm trial date, have a preliminary discussion about alternative dispute resolution options, and establish a scheduling order.
- Status conferences can be requested by the parties at any time, and individual calendaring judges are encouraged to utilize telephone and video conferencing options when possible.

- A settlement conference can be requested by the parties at any time, but one will be scheduled within a month of the trial date.
- Once a case is assigned to an individual calendaring judge, motions or objections filed in that case are assigned to the short calendar that is created for each individual calendaring judge in a district with the exception of certain motions, such as motions for permission to file a motion for summary judgment, motions for consolidation, or motions for continuance of the trial date, which may be decided by the presiding judge in consultation with the individual calendaring judge.

Program Evaluation

It is anticipated that the implementation of individual calendaring will enhance the consistency in the handling of discovery and other motions within a case; provide predictability of procedures and scheduling, including a firm trial date; increase the possibility for an earlier settlement; and improve the overall efficiency of the civil litigation process. It is also anticipated that individual calendaring will result in a reduction in the cost of litigation and an increase in the satisfaction of the judges, the bar and the litigants with the civil litigation process.

Judicial Branch administration will be evaluating the individual calendaring program as it is rolled out statewide, to assess the impact of the program on the civil litigation process and on the experience of counsel, self-represented parties and litigants. Feedback from participants is encouraged.

For questions, comments or suggestions about the individual calendaring program, please send an e-mail to individual.calendaring@jud.ct.gov. For questions about a specific case, calendar or event, please contact the clerk of the court or the caseflow office where the file is located.